



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS

Terms of Reference for Consultant/PSA

Name:		
Job Title: UN-REDD Phase II Programme FAO coordinator (national)		
Division/Department: FAO Representation, Viet Nam		
Programme/Project Number: UN-REDD Phase II Programme for Viet Nam UNJP/VIE/049/UNJ-GLOBAL		
Location: Hanoi with domestic travel		
Expected Start Date of Assignment:	ASAP	Duration: 1 year (including 2 months probation) with possibility of extension
Reports to: JongHa Bae, FAOR Viet Nam Akiko Inoguchi, Forestry Officer (REDD+), FAO-LA		

GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED

1. Background

The United Nations Collaborative Programme on Reducing Emissions from Deforestation and Forest Degradation in Developing Countries (UN-REDD Programme) is collaboration between FAO, UNDP and UNEP. It builds on the convening power of its participating UN agencies, their diverse expertise and vast networks, and "Delivering as One" Approach of the United Nations in Viet Nam. The UN-REDD Programme for Viet Nam Phase II is a Joint Programme with the Vietnam Forestry Administration (VNFOREST) within the Ministry of Agriculture and Rural Development (MARD) of the Government of Vietnam, implemented jointly with UN Participating Organizations of FAO, UNDP and UNEP. The Programme follows the activities and achievements of the Phase I Programme but will expand its objectives and piloting provinces to work towards the sub-national level piloting of an operational REDD+ framework. Within the partnership, FAO supports Viet Nam in its design and implementation of the National Forest Monitoring System and reliable Measurement, Reporting and Verification (MRV) processes for emission reductions, as well as in the planning, design and implementation of the demonstration activities at the provincial level through which the emissions reduction and removals will be promoted.

2. Objectives of the assignment

A national coordinator will be recruited to undertake the technical coordination of FAO's components of the Programme.

3. Detailed activities

Under the overall supervision of the FAO Representative in Hanoi; under the direct technical supervision of the Forestry Officer (FAO-LA) and the Regional Programme Officer (FAO-RAP) in close consultation with the National Programme Director, Deputy Director, the Programme Coordinator, Field Coordinators, the CTA, Technical Specialist other officers and staff of the PMU, FAO and UNDP and UNEP, the FAO coordinator will undertake the following activities:

- Act as FAO's coordinator for communication on technical/substantive matters with the PMU, PPMUs, CIPs and VNFOREST/VRO on overall FAO components of the Programme;
- Act as focal point for FAO to coordinate inputs and advisory from FAO on Outcome 2 to the PMU, PPMUs and CIPs
- Through close coordination and communication with the Technical Specialist (among others), ensure FAO's technical inputs under Outcome 2 are aligned with the overall provincial REDD+ planning and implementation framework;
- Through close dialogue particularly with the field coordinators of the six provinces, channel technical inputs and advisory to the

work being carried out in the provinces under FAO components, and with particular emphasis to monitor work and outputs implemented through HACT under FAO by the PPMUs and CIPs;

- Liaise and coordinate with other development partners working on REDD+, particularly with regards provincial REDD+ planning and implementation;
- Regularly report and update progress and issues to the Forestry Officer (FAO-LA) and Regional Programme Officer (FAO-RAP);
- Other related work as necessary and appropriate.

KEY PERFORMANCE INDICATORS

Expected Outputs:	Required Completion Date:
<ul style="list-style-type: none"> • Draft QWP and AWP for FAO components • Comments to CIP proposals • Draft Concept notes and TORs for activities under FAO components/outputs • Day to day reports • Assist PMU/PPMUs/CIPs on technical matter relevant to FAO components 	<ul style="list-style-type: none"> • First draft - within the time as requested from the PMU • First draft - within the time as requested. • As appropriate • Regularly • Regularly
<ul style="list-style-type: none"> • Masters degree in forestry, natural resources management or related; • At least 5 years working in forestry sector in Viet Nam; • Ability to work in group and individually; • Experience in working with international partners; • Good communication skill; • Fluent in English & Vietnamese speaking and writing. 	